



Urban Renewal Agency West Salem Redevelopment Board (WSRAB)

March 6, 2024

7:30 A.M.– 9 A.M. In-person
350 Commercial Street NE

Si necesita ayuda para comprender esta información, por favor llame 503-588-6178

PARTICIPANTS

Board Members

John Hannam (Vice Chair); Thomas Crozier; Jeremy Mackay; Ashley Morey; Samantha Ross; Mark Smith; *Open at-large*; *Open business/property owner RDURA*; *Open resident in the WSURA*

Staff

Tory Banford, Project Manager; Lynda Rose, Office Supervisor; Margarita Perez Scaff Assistant.

AGENDA

1. Election of Chair (Banford/All – 10 min)
2. Welcome and call to order
3. Approval of agenda
4. Approval of the January 3, 2024, minutes
5. Public comment (appearance of persons wishing to address the Board on any matter other than those which appear on this agenda)
6. Action item
 - i. None
7. Discussion items
 - i. Parks statement on West Salem facilities (Tory Banford/All - 15 min)
 - ii. Update on unhoused resources and challenges in West Salem and city-wide (Gretchen Bennett/All – 40 min)
 - iii. Latest from West Salem organizations (All – 10 min)
 - iv. Next meeting topics (All – 5 min)
8. Adjourn

This meeting is in-person only, no virtual participation is possible. Interested persons may view the meeting online on [YouTube](#). Please submit written comments on agenda items, or pre-register to provide Public Comment on items not on the agenda, by 5 p.m. or earlier one day prior to the day of the meeting at wsrab@cityofsalem.net

Special accommodations are available, upon request, for persons with disabilities or those needing sign language interpretation, or languages other than English. To request accommodations or services,

please call 503-540-2371 (711 for Relay) at least two business days in advance.

It is the City of Salem's policy to assure that no person shall be discriminated against on the grounds of race, religion, color, sex, marital status, familial status, national origin, age, mental or physical disability, sexual orientation, gender identity, source of income and housing status, as provided by Salem Revised Code 97. The City of Salem also fully complies with Title VI of the Civil Rights Act of 1964, Americans with Disabilities Act of 1990, and related statutes and regulations, in all programs and activities.

Election of Officers

Robert's Rules of Order – Chapter XIV – Nominations & Elections

Chair announces Election of Officers.

Chair calls for nominations* to fill the office of WSRAB “**Chair**” for one year.

1. A member would say “I nominate _____ for Chair.”
2. Once a nomination is made Chair says: “Member _____ has been nominated. **Do you accept the nomination? (Repeat for each nomination.)**
3. Chair asks “Are there any other nominations?” Continue with nomination for “Chair” until there are no more nominations. If none say: “Seeing there are no more nominations, **nominations are closed.**”
4. **The vote:** Announce the nominated persons: “Member _____ has been nominated for Chair. All in favor say aye, all apposed say neigh.”
 - a. If there is more than one nominee the **votes must be counted.**

Chair calls for nominations for “Vice-Chair”

1. A member would say “I nominate _____ for Vice-Chair.”
2. Once a nomination is made the Chair **restates who was nominated** and **asks them if they accept the nomination. For each nomination.** Member accepts the nomination or not.
3. Then the Chair says “**Are there any other nominations?**” Continue with nomination for “Vice-Chair” until there are no more nominations. If none, the Chair say “Seeing there are none, **nominations are closed.**”
4. **The vote:** Announce the nominated persons: “Member _____ has been nominated for Vice-Chair. All in favor say *aye*, all apposed say *neigh*.”
 - a. If there is **more than one** nominee the **votes must be counted.**

* A nomination is, in effect, a proposal to fill in the blank in an assumed motion “that _____be elected to” the specified position...

- Hence you **do not need a motion stated, nor seconded.**
- BUT, **the nominee must accept the nomination before the vote.**
- Absent members can be elected if they have proclaimed ahead of time (email or over the phone) they would accept the nomination.



**MINUTES
WEST SALEM REDEVELOPMENT
ADVISORY BOARD**

Wednesday January 3, 2024, 7:30 a.m.
[YouTube](#)



CALL TO ORDER: 7:33 a.m.

1. OPENING EXERCISES

INTRODUCTIONS AND ROLL CALL: Jason Staats, Chair; John Hannam, Vice Chair; Thomas Crozier; Ashley Morey; Samantha Ross; Mark Smith

Absent: Jeremy MacKay

Staff: Tory Banford, Lynda Rose, Margarita Perez

Guest: Councilor Micki Varney

2. APPROVAL OF AGENDA

Motion: Move to approve the agenda for January 3, 2024, as presented.

Motion by: Board Member Ross

Seconded by: Board Member Hannam

Action: Approved

Vote: Aye Unanimous

MOTION PASSED

3. APPROVAL OF MINUTES

Motion: Move to approve the minutes for December 6, 2023, as presented.

Motion by: Board Member Ross

Seconded by: Board Member Crozier

Action: Approved.

Vote: Aye Unanimous

MOTION PASSED

4. PUBLIC COMMENT – None

5. ACTION ITEMS

Recommend approval of meeting in person at the Urban Development Division office

Comments/Questions: Crozier, Hannam, Ross, Staats, Smith

Motion: Approve meeting in person the first Wednesday of the month at 7:30 a.m.

Motioned by: Board Member Ross

Seconded by: Board Member Hannam

Action: Approved

Vote: Aye Unanimous

MOTION PASSED

Recommend approval of the West Salem Urban Renewal Budget for fiscal year 2024-2025

Comments/Questions: Councilor Varney, Ross, Banford

Motion: Recommended approval of the WSRAB fiscal year budget 2024-25.

Motioned by: Board Member Ross

Seconded by: Board Member Hannam

Action: Approved

Vote: Aye Unanimous

MOTION PASSED

6. DISCUSSION ITEMS

- a. **Update on development projects in downtown Salem**
Comments/Questions: Staats; Ross, Wahrgren, Banford
- b. **Latest from West Salem organizations**
Comments/Questions: Councilor Varney, Staats, Ross
- c. **Next meeting topics**
Comments/Questions: Ross, Staats

ADJOURN: 8:59 a.m.

NEXT MEETING: February 7, 2024